




Environmental Protection and Growth Management Department  
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DATE: May 14, 2019

TO: Kristin Carpenter, Assistant Director  
Accounting Division

FROM: Henry Sniezek, Director   
Environmental Protection and Growth Management Department

SUBJECT: Travel Outside the Continental United States

Attached please find a travel request for Leonard Vialpando, Deputy Director of Environmental Protection and Growth Management Department to attend National Association of City Transportation Officials, Designing Cities 2019 Toronto from September 9 through September 13, 2019 in Toronto, Canada.

The NACTO Designing Cities Conference brings together 900 officials, planners, and practitioners to advance the state of transportation in cities. NACTO's mission is to build cities as places for people, with safe, sustainable, accessible and equitable transportation choices that support a strong economy and vibrant quality of life.

Funds for this travel will be paid out of Chart Fields 10010 55101010 519010 =\$441.18, 519030 = \$1,046.32, 519050 =\$374.00, 519060 =\$175.00, 519070 =\$765.00.

Your consideration and support of this request is greatly appreciated.

Encls

1. 2019 Annual Conference Memo
2. Summary of Trip for Board Agenda